

**MINUTES
DEPARTMENTAL BUDGET HEARINGS
LANCASTER COUNTY BOARD OF COMMISSIONERS
COUNTY-CITY BUILDING
ROOM 212
THURSDAY, JUNE 3, 2004
12:30 P.M.**

Commissioners Present: Ray Stevens, Chair
Larry Hudkins, Vice Chair
Bernie Heier
Deb Schorr
Bob Workman

Others Present: Kerry Eagan, Chief Administrative Officer
Dave Kroeker, Budget & Fiscal Officer
Trish Owen, Chief Deputy County Clerk
Melissa Koci, County Clerk's Office

The meeting was called to order at 12:47 p.m.

County Sheriff (651)

Present were Terry Wagner, County Sheriff, and Bill Jarrett, Deputy County Sheriff.

Wagner distributed documentation regarding his budget (Exhibit A) and indicated his budget shows an increase of roughly 5%.

Jarrett distributed documentation regarding the needs for FY05 Budget (Exhibit B) and said the money that was left over in the FY04 Vehicle line was put in the agency 628 sheriff's equipment fund to go to the Command Center, which the Board originally approved.

Visitors Promotion (019)

Present were Wendy Birdsall, Jeff Mullen and a few members of the Visitors Promotion Staff.

Birdsall distributed a *Memorandum on the Progress Report and Direction for the Lincoln/Lancaster County Convention and Visitors Bureau* (Exhibit C).

Birdsall handed out two documents regarding the VPC's Proposed Budget for 2004-2005 (Exhibits D, E & F) and indicated they are projecting a 1% increase in the Room Tax. Web Page Advertising is a new line item revenue source and Calendar of Events is a new line item, however they anticipate breaking even from sales. Birdsall said the Administrative Fee has been taken out of the budget for FY04-05 and the money is back in the salaries category where it should go. She said Event Promotion has to do with any event that comes to town and that line item usually increases every year.

Overall, the VPC is hoping to have a fund balance of \$7,600 for FY04-05 along with the left over balance they had from last year of \$49,371.

Schorr indicated Birdsall should get together with Glyn Lacy, who is a big part of the Restaurant Industry.

Stevens indicated Linnie Green was appointed to the Visitors Promotion Committee which will be on next Tuesday's County Board agenda.

Kroeker said last year \$7,500 was budgeted for contingency and \$939,000 was budget for the Convention and Visitors Bureau. He said \$498 was paid to the State Department of Education Leadership Conference and \$250 to the Mayor's Committee for International Friendship. He questioned if Lancaster County would have any event promotion costs in FY05 or if the VPC will be covering the costs.

Hudkins asked Birdsall about the collections and why they were so low this year.

Birdsall said there were two major events that didn't happen this year, one was a very big track and gymnastics event at the University and the other was an International Barbershop Quartet that did not happen.

Hudkins asked Birdsall to check on the Room Tax and whether or not it is being paid when the University of Nebraska dormitories are used over the summer.

Veterans Services (803)/General Assistance (801)

Present was Gary Chalupa, Veteran's Service Officer.

Chalupa said he wasn't quite sure how much to budget this year since his office will soon be taking over the General Assistance responsibilities. He indicated he doubled the operating expenses in the Veteran's budget since they are doubling their staff.

Kroeker said Veterans Aid Fund (026), used to have over a \$100,000 budget and now it only has a \$15,000 budget.

With regard to General Assistance (801), Kroeker said the Social Services Contracts have decreased by \$103,300, which was paid to the State for G.A. Administration and offsets the \$177,000 increase. There is \$25,000 left over in the budget that is for the Quarter June 30th that will get paid to the State. Kroeker said he has not received the figures from the Lincoln/Lancaster County Health Department regarding the Primary Care Contract.

Lancaster Manor (061)

Present was Larry Van Hunnik, Lancaster Manor Director.

Van Hunnik distributed and summarized the following documentation: *2003-04 Fund Balance - Cash Basis, Letter from Seim, Johnson, Sestak & Quist, LLP* and *2003-04 Plan to Fund Medicaid Shortfall and Suggested Plan for 2004-05 Budget Year* (Exhibit I).

Van Hunnik outlined the rest of Exhibit G and his budget, noting no major changes to his budget. Van Hunnik said the current Medicaid plan shows a 2% increase from July 1, 2004 to June 30, 2005.

Hudkins asked about the reduction of \$11 a day for nursing costs and if it could be done.

Van Hunnik said it has already been done, otherwise, Lancaster Manor would be looking at having to make a \$1,000,000 reduction.

Kroeker asked Van Hunnik if they are anticipating receiving the intergovernmental transfer payment this year.

Van Hunnik said he hopes the County Board will allow the Manor to make a principal payment of \$485,000 from the bond reserve. Van Hunnik also requested the Board not remove any actual dollars from Lancaster Manor for the next fiscal year for the Administrative Overhead Expense and that the Board consider reserve/contingency funds for Lancaster Manor in the event there should be unanticipated shortfalls.

Heier asked if Lancaster Manor's staffs Memberships and Dues had to be paid by the County.

Van Hunnik indicated they are needed because they are the ones that fight to get the reimbursements.

County Engineer (703)/Geographical Information System (615)

Present were Don Thomas, County Engineer, Larry Worrell, Chief Deputy County Surveyor and Jim Langtry, GIS Manager.

Thomas distributed a Budget Worksheet for Fiscal Year 2005 (Exhibit H) and indicated his budget has increased \$177,000. He said \$157,000 is for personnel services of which \$60,000 is to pay off 3 employees who are retiring. Thomas said he budgeted \$2,500 for temporary staff to microfilm survey records.

Hudkins asked about Line 2051 and the increase of 16%.

Thomas said the paper, equipment and toner costs to run the printer plotter have increased since last year.

Jim Langtry reported on the Geographical Information System (615) and distributed documentation regarding its budget. He indicated the major change in his budget is in Line 3553, which was increased \$10,000 because of the GIS projects that are going on.

Information Services (610)

Present was Doug Thomas, Information Services Manager.

Thomas distributed documentation regarding the highlights of their FY04/05 budget (Exhibit J) and outlined each of them. Thomas indicated his budget for the next year has increased approximately 3.6% over last year's budget. He said the Major Capital Outlay Projects and their totals are: Replace 9 year old mug shot system, \$160,000; HUB Equipment expansion, \$25,000; Fiber North 27th Loop, \$50,000 w/ITS; Fiber West Loop, \$50,000 w/LES and Backbone HUB expansion w/Health and Fire Department, \$20,000.

The Board asked Thomas to look into connecting Lancaster Manor into that loop so they may be able to use computers or E-mail at some point.

Schorr asked about Line 390.

Kroeker said Advantage Financial replaces the old financial system and once the new one is up and running, the amount will drop off. He said the second line is what is paid to Information Services for running the system on the mainframe.

Kroeker asked about the County Attorney/Public Defender's Case Management System and what needs to be done with those funds. He wondered if he should encumber the \$103,000 or budget \$97,000 for the year.

Thomas said with the two combined, it should get him through the request for the year.

Agricultural Society (045)

Present were Wayne Venter, Agricultural Society President, Ron Snover, President of Agricultural Society Board, and Wayne Heyen, Agricultural Society Treasurer.

An overview of the *Lancaster County Agricultural Society's General Fund Budget for Fiscal Year Ended November 30, 2005* (Exhibit K) was given by Venter.

Venter said some of the big changes this year were in entertainment where \$25,000 was put in last year and only \$6,000 was budgeted this year.

Venter indicated the Transfers out of the Event Center for 2003/2004 were \$25,600 and for FY04/05 they have projected \$32,200.

Venter briefly went over the *Event Center's General Fund Budget for Fiscal Year Ended November 30, 2005*.

Workman asked the Agricultural Society if they were creating any positive cash flow.

Snover said they were.

Heyen said the Joint Public Agencies budget is \$650,000 to operate and the County Fair's Budget is \$172,000.

There was a brief discussion between the County Board and the Event Center with regard to the monies needed by the Event Center for 2004/2005.

Venter noted the Agricultural Society is making money, but it also takes time and money to make it run and turn a profit.

Library (020)

Present were Carol O'Connor, Library Director; John Dale, Assistant Director; Barbara Hansen, Administrative Aide; and Paul Jones, Accountant.

O'Connor outlined the Libraries budget (Exhibit L) and said it is a 2.5% increase over last year's budget. The amount requested represents 9.87% of projected property tax funding for the Library Operation Fiscal Year 2004-2005 budget, which was based on the 2000 census population figure of 24,710 for Lancaster County, excluding Lincoln residents. She said there were no additional changes to the budget.

O'Connor also distributed Informational Pamphlets on the Lincoln City Libraries (Exhibit M).

Juvenile Court (623)

Present were Juvenile Court Judges Tom Dawson, Toni Thorson and Linda Porter.

Judge Dawson indicated their total budget reflects a 3.3% increase and they aren't requesting anything out of the norm for FY04/05.

Other Business:

Kroeker noted a public hearing needs to be set for the Property Management Fund and wondered if June 15th would work for all Board members.

Kroeker also said \$445,000 is built into the budget for Developmental Disabilities and he spoke with Dave Merrill who uses it to run Region V. Kroeker said the laws have changed and Lancaster County is not required to fund Developmental Disabilities and the Board agreed they should get a legal opinion from the County Attorney.

Corrections (671)

Present were Mike Thurber, Corrections Director, and Liz Thanel, Business Manager for Corrections Department.

Thurber gave an overview of **Lancaster County Corrections Summary Analysis of Requested Budget** (Exhibit N).

Thurber said this year they have budgeted the hiring of the architect for the pre-planning architectural design of the Adult Detention Center, which amounts to a \$116,000 increase. He also said he would like to get a new check writing system which he budgeted \$24,750 for.

Thurber noted capital outlay is a reduction from last year, but they will be needing a van replaced at the Airpark facility, which has around 170,000 miles on it. He also would like to add another restraint chair, which was added in the capital outlay category. The total increase in his budget for FY04-05 is 8.61%.

Thurber said they charge \$7 a day for work release inmates to stay at the Airpark facility and Statute indicates he can charge for meals and laundry.

Hudkins asked when the last time the \$7 a day was looked at and if they shouldn't be looking at increasing it to \$10.

Thurber suggested getting rid of the \$60 a day credit on fines, stating the County would save more money by going to the Legislature to eliminate it. He believes they need to raise the prices of sitting out in jail because too many people are taking advantage of it.

ADJOURNMENT: Heier moved and Hudkins seconded to adjourn the Budget Hearings at 5:19 p.m. Workman, Heier, Hudkins, Schorr and Stevens voted aye. Motion carried.

Bruce Medcalf
Lancaster County Clerk